

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Special Meeting on Wednesday, February 17, 2010, was called to order at 6:15 p.m. at the Consolidated Rental Car Quick Turn Around Facility located at 25 David Love Place.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Patricia Griffin
 Bruce Miller
 Scott Tracy

Absent: **Kirk A. Martin**

Staff: **Karen Ramsdell**, Airport Director
 Hazel Johns, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fribley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

TOUR

1. **SUBJECT:** CONSOLIDATED RENTAL CAR QUICK TURN AROUND (QTA) FACILITY

RECOMMENDATION: That Commission take a tour of the Consolidated Rental Car QTA Facility located at 25 David Love Place.

ACTION: Commission toured the QTA.

PUBLIC COMMENT

2. No one wished to speak.

NOTICES

3. That the Lease Review Sub Committee meeting scheduled for Thursday, February 11 was cancelled.
4. That on Thursday, February 11 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

CONSENT CALENDAR

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, January 20, 2010.

6. SUBJECT: CONSENT TO SUBLEASE BETWEEN SIGNATURE FLIGHT SUPPORT - CA, INC., AND COASTAL AVIATION MAINTENANCE

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Sublease Agreement between Signature Flight Support - CA, Inc., a California Corporation, and Coastal Aviation Maintenance, LLC., a California Limited Liability Company, for operation of an aircraft maintenance facility at 303 John Donaldson Place, at the Santa Barbara Airport, effective February 1, 2010.

ACTION: Approved the recommendation; Agreement No. 201023

7. SUBJECT: LEASE AGREEMENT WITH AERO PACIFIC, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Aero Pacific, LLC, a California Limited Liability Company, for 513 square feet of Building 604, at 40 Gerald Cass Place, at the Santa Barbara Airport, effective February 1, 2010, for a monthly rental of \$125, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No. 201024

8. SUBJECT: LEASE AGREEMENT – GREENERIDGE SCIENCES, INC.

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Greeneridge Sciences, Inc., a California Corporation, for 1,440 square feet of Building 115, 6160-A Wallace Becknell Road, at the Santa Barbara Airport, effective March 1, 2010, for a monthly rental of \$1,117, exclusive of utilities.

ACTION: Approved the recommendation; Agreement No.201025

9. SUBJECT: JANUARY 2010 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Griffin/Clark. Unanimous voice vote.

LIAISON REPORTS

ACTION: Presented.

ADMINISTRATIVE REPORTS

10. SUBJECT: ANNUAL FAA AIRPORT SAFETY AND CERTIFICATION INSPECTION
- RECOMMENDATION: That Commission receive an oral report on the annual FAA Airport Safety and Certification Inspection – Airport Operations Manager Tracy Lincoln.
- ACTION:** Presented.
11. SUBJECT: FISCAL YEAR 2010 MID-YEAR REVIEW
- RECOMMENDATION: That Airport Commission receive a report on the Airport Department's Fiscal Year 2010 Mid-Year Review – Assistant Airport Director Hazel Johns.
- ACTION:** Presented.

DIRECTOR'S REPORT

12. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Airport Noise Abatement Program
 4. Property Management
- C. Capital Projects
1. Airport Terminal Improvement Project
 2. Airfield Safety Projects Wetland Mitigation Plan
 3. Goleta Slough Tidal Circulation Demonstration Project
 4. Consolidated Rental Car Quick Turn Around Facility
- D. Council Actions
- ACTION:** Presented.

ADJOURNMENT

7:30 p.m., on order of Chair Miller.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Recording Secretary